



Heritage Center Advisory Board Meeting
November 27, 2013

AB Members Present: Charlotte Cox, Kathy Houston, Shirley Meier, Bob Millard, Erich Mille, Rod Young

AB Members Absent: Judy Baxendale, Jo Harris, Greg Waldron

City Staff Present: Susan Gregory, Director;
April Callaway, Office Administrator Supervisor

Guests Present: None

Call to Order: Kathy Houston called the meeting to order at 10:35 a.m. and welcomed everyone.

Minutes: The October 23, 2013 minutes were approved on a motion by Bob Millard and seconded by Shirley Meier.

Special Recognition: None

Citizen Comments: None

Committee Reports: None

Unfinished Business:

A. Senior Center Accreditation

Director Gregory reported that the accreditation binders will be sent out in January. We'll wait on the future goals and planning until January or February. Murray will have a new administration in January. When the accreditation sends out a reviewer for the site visits they will review the binder and perhaps request to have one-on-one conversations with staff and volunteers.

B. Visit Community Businesses

The packet will include a one page flyer, the 16-page newsletter and supplement newsletter, Susan's business card, and a cover letter signed by the visiting Board member (to ask about a bulletin board to post signs on, availability for a presentation, info to pass along to staff/customers, and keep short and precise with 3-4 bullet points). The board member will also have a script to assist them with the visit.



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To implement in January, there is a luncheon presentation planned with the Murray Chamber of Commerce on Thursday, January 16th. Kathy Houston and Rod Young will accompany Director Gregory. Then wait 2-3 months to schedule the breakfast presentation. The goal is to have interested board members choose 1-2 businesses to visit a month. Those members interested in visiting businesses will meet at the Heritage Center on Wednesday, January 8th at 10:30 am to practice and pair off for the visits (the meeting is voluntary).

New Business:

A. Fire/Police Luncheon

The Fire/Police Luncheon is scheduled the week of Valentines, on February 11, 13, 14. Kathy Houston will spearhead the committee and Shirley will assist. Erich will deliver the cookies a week prior. Erich will coordinate with Moose Johnson when to deliver the cookies and will let Director Gregory know so she can have the cookies and a flyer prepared.

Director's Report:

Director Gregory reported that the CDBG applications are due next week; need to apply to Salt Lake County for hard costs for brick and mortar projects. The plan is to request funds to expand the smoking room from 11' x 11' to be 11' x 26' and to include a sink for haircuts and massage and change the west entrance to a vestibule which will assist in energy efficiency and make the sidewalk ADA compliant.

The satisfaction survey is finished (plan to do every two years) and will be available to hand out the summary in January and email the complete survey as a .pdf to current participants. The Center participants are 74% female; 87% drive themselves; 92% feel the Center is important to the community and 69% important to themselves; the three top activities are socialization, meals, exercise; although meal are important, 31% said they have never eaten at the Center.

There will be a "thank you" lunch for Mayor Snarr on Friday, December 20th at 11:30-12:30. Director Gregory will give a 5-minute presentation. The new oven will be installed in the kitchen on the first Monday in January.

The next regular board meeting will be held on **Wednesday, January 22, 2014 at 10:30 a.m.** There being no further business the meeting adjourned at 11:40 a.m. on a motion by Shirley Meier and seconded by Erich Mille. Minutes recorded by April Callaway.